

**CONFIDENTIAL**

3 OCT 1967

**MEMORANDUM FOR: Budget Officer, Office of Personnel**

**SUBJECT : Moving of [REDACTED] from Magazine Building**  
**Back to Headquarters**

25X1A

1. As I mentioned to you previously, we plan to move [REDACTED] and her two employees from the Magazine Building back to the Cloak Room in the Tunnel as soon as the drive is finished.

2. Will you please make the necessary arrangements to have telephones installed, the desks moved from Room 1J37 to this Cloak Room and the safes moved back from the Magazine Building to this room so that it may be put into use some time during the first week in November.

3. If I can be of any assistance, please call me.

25X1A

**Deputy Chief, Benefits and Services Division**

**Distribution:**

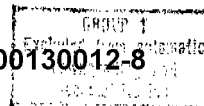
O & 1 - Addressee

1 - OC/BSD Space file

1 - DC/BSD Chrono

25X1A OP/BSD/L [REDACTED] as (3 October 1967)

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11 MAY 1967

NOTE TO : DC/BSD

25X1A As you can see, our request for space for CPB has been approved. Last week some time, [REDACTED] went down and looked at the Medical space adjoining CPB and I am told that this is the space we can now have.

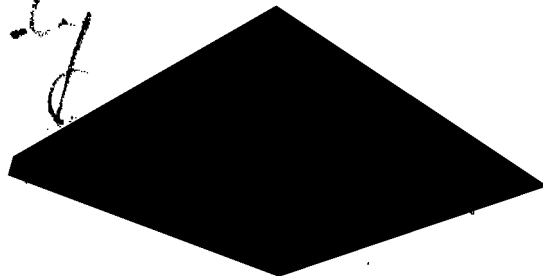
25X1A Would you contact [REDACTED] to be sure he has the word and also to find out from him what we have to give him by way of a design. Remember also that we are hoping for additional personnel for CPB so you will also have to talk with [REDACTED] in due course.

25X1A What I am hoping we can now do with this additional space is to take a look at the whole CPB arrangement and come up with an entirely new plan for everyone. I would like to be kept informed of your progress.

*[Handwritten signature]*  
C/ BSD

ILLEGIB

*[Handwritten signature]*



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